

BROWN COUNTY HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Erik Pritzl, Executive Director

MEETING OF THE HUMAN SERVICES BOARD

Thursday, May 14, 2015

SOPHIE BEAUMONT BUILDING, BOARD ROOM A

111 NORTH JEFFERSON, GREEN BAY, WI 54311

5:15 P.M.

AGENDA

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve Minutes of April 9, 2015 Human Services Board Meeting.
4. **PUBLIC HEARING 2016 BUDGET.**
5. Election of Officers.
6. Executive Director's Report.
7. Administrator Report (CTC).
 - a. NPC Monthly Report.
 - b. QAPI Summary Report.
8. Financial Report for Community Treatment Center and Community Programs.
9. *Statistical Reports.
 - a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - b. Monthly Inpatient Data – Bellin Psychiatric Center.
 - c. Child Protection – Child Abuse/Neglect Report.
 - d. Monthly Contract Update.
10. *Request for New Non-Continuous Vendor.
11. *Request for New Vendor Contract.
12. Other Matters.
13. Adjourn Business Meeting.

**Note: attached as written reports*

Notices:

Notice is hereby given that action by the Human Services Board may be taken on any of the items, which are described or listed in this agenda.

Please take notice that additional members of the Board of Supervisors may attend this meeting of the Human Services Board, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Any person wishing to attend the Human Services Board meeting who, because of a disability, requires special accommodations, should contact the Human Services Department at (920) 448-6006 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, April 9, 2015 in in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Paula Laundrie, Helen Smits, Carole Andrews, Craig Huxford, JoAnn Graschberger

Excused: Bill Clancy, Susan Hyland

Also

Present: Erik Pritzi, Executive Director
Nancy Fennema, Director of Community Programs
Michelle Hermes, Director of Nursing-Hospital
Dawn LaPlant, Health Information Manager
MSW Student

1. **Call Meeting to Order:**
The meeting was called to order by Chairman Tom Lund at 5:15 pm.
2. **Approve/Modify Agenda:**
GRASHBERGER/LAUNDRIE moved to approve the agenda.
The motion was passed unanimously.
3. **Approve Minutes of March 12, 2015 Human Services Board Meeting:**

ANDREWS/SMITS moved to approve the minutes dated March 12, 2015.
The motion was passed unanimously.
4. **Approval of the Bylaws of the Medical Staff of the Brown County Community Treatment Center:**

Director of Community Programs Fennema stated that the bylaws were updated as a response to the most recent state survey. They specify the responsibilities of the governing body, which is now the Human Services Board. Board Member Andrews is serving on the QAPI Committee.

ANDREWS/SMITS moved to approve the medical staff bylaws of the CTC.
The motion was passed unanimously.
5. **Approval of the Quality Assurance and Performance Improvement Policy:**

HIM Manager LaPlant stated that the Quality Assurance and Performance Improvement Policy defines the scope, roles, responsibilities and meeting structure of the QAPI program.

GRASCHBERGER/HUXFORD moved to approve the Quality Assurance and Performance Improvement policy.
The motion was passed unanimously.

6. Approval of the Sentinel Event Management Policy.

HIM Manager LaPlant stated that the Sentinel Event Management Policy defines what a sentinel event is, how to do the root cause analysis and the reporting structure.

ANDREWS/LAUNDRIE moved to approve the Sentinel Event Management policy.
The motion was passed unanimously.

7. Executive Director's Report:

Executive Director Pritzl presented and handed a written report to the board (attached).

LAUNDRIE/ANDREWS moved to receive and place on file.
Motion was carried unanimously.

8. Financial Report:

A financial report was submitted with the board packet agenda. Executive Director Pritzl stated that our Finance Manager has resigned and they have a transition plan in place.

SMITS/HUXFORD moved to receive and place on file.
Motion was carried unanimously.

9. Statistical Reports:

Please refer to the packet which includes this information.

10. Approval for New Non-Continuous Vendor:

Please refer to the packet which includes this information.

11. Request for New Vendor Contract:

Please refer to the packet which includes this information.

12. Other Matters:

Chairman Lund announced that presentations from the various Human Services units will resume at the board meetings. Smits stated that the unit updates help the board to know what the departments' needs are.

Q: Citizen Board Member Huxford asked how the proposed psychiatric center in the area would affect our Community Treatment Center hospital.

A: Director of Nursing Hermes stated that she doesn't foresee us being in competition as we serve a different clientele than they would. Our mission is to serve the individuals who aren't able to be seen at other facilities in the area.

Q: Citizen Board Member Huxford asked about an issue of a client not being admitted to the CTC due to capacity and being transferred to the ER.

A: Director of Nursing Hermes stated that it usually isn't about having the beds available but instead, it's an issue of having the psychiatrists available to see the clients.

Q: Citizen Board Member Laundrie asked what is being done with clients who are detoxing.

- A: Director of Nursing Hermes stated if individuals have any history of seizures or withdrawals, they need to go to a medical facility and diversion is not able to be utilized.
- Q: Citizen Board Member Laudrie asked about a news broadcast she saw talking about laying off people in our department.
- A: Executive Director Pritzl stated that was in reference to the transition of our clients to Family Care. Director of Community Programs Fennema stated it is a state requirement to do the press release and we did tell all affected staff ahead of time. Most of the affected staff members have secured positions with the Managed Care Organizations. Fennema stated we will have specific numbers of where employees are going when we get closer to the transition date. Pritzl also added that Channel 5 came out and interviewed our Long Term Care Manager regarding the press release.

Next Meeting: Thursday, May 14, 2015
5:15 p.m. – Sophie Beaumont Building, Board Room A

13. Adjourn Business Meeting:

ANDREWS\SMITS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 5:40 p.m.

Respectfully Submitted,

Kara Navin
Office Manager/Recording Secretary

Brown County Human Services

Executive Director's Report to the Human Services Board & Committee

April 9, 2015

Members of the Board/Committee:

It would seem fitting to start by expressing my gratitude for being selected as the Executive Director of Brown County Human Services, and to provide some background as an introduction to you as board members. Prior to starting this position, I was working for the University of Wisconsin-Madison as the Director of the Southern Child Welfare Training Partnership. Before being in that position I was a health and human services director in Dodge and Columbia counties for five and a half years cumulatively. My educational background includes a Masters of Science in Social Work from UW-Madison, and a Bachelors of Social Work from UW-Green Bay. I am just completing my Masters of Business Administration from Lakeland College, and will graduate in May.

I am only in my first two weeks here, and I have been immersed in learning about the programs, resources and people within the department, and in the community. I have spent time at the Community Treatment Center becoming familiar with the operations at the facility. The interim administrator, Jordon Bruce from Apra Consulting, has been doing a very good job at working through the issues identified in the recent surveys, including implementation of the plan of correction. In addition to the surveys, other changes have been made to the staffing plan to smooth out operational issues, and provide better continuity of service and care. The recruitment has started for the administrator position, as the consulting arrangement is short term.

The roll out planning for Family Care continues, and the long term care staff members have been continuing to provide services to people before the transition. Staffing for this has been a challenge as we focus on the needs of the people receiving services, while working with staff who are making transitions in their careers.

Another area that has received attention in the past week has been in our financial area. As the closeout for 2014 was completed, an adjustment was needed to balance the budget which will result in an anticipated transfer of just over \$2.1 Million from existing fund balances. One of the areas involved in this was the Community Treatment Center, and Bay Haven (Community Based Residential Facility) in particular due to a lower than expected census. Other areas included changes in the State of Wisconsin Managed Care Reimbursement (WIMCR) calculation, higher than expected placement costs in the adult behavioral health area, higher than expected placements for children, and lower than expected revenues in child care eligibility and certification claiming in income maintenance.

Finally, I want to thank Nancy Fennema for providing leadership as the interim Executive Director. Nancy has proven invaluable as I make the transition into the position by providing information, and sharing her knowledge of the department. She has been a welcoming presence over the past two weeks, as have so many staff members.

Respectfully Submitted By:



Erik Pritzl
Executive Director

NPC Monthly Report

1. **Patient Care Issues-** There has not been any concerns identified.
2. **Contracted Services Issues-** Continuing to progress towards purchase of Omnicell (automated dispensing machine). In discussion with Greenfield regarding OT (Occupational Therapy) services needs for the hospital.
3. **Summary of patient complaints-** There was on complaint from a BH client regarding services received from her SW. There was one complaint from a NPC client upset that he could not use his cell phone to email. These complaints are being investigated and are tracked and trended through the QAPI committee.
4. **Federal/State Regulatory Concerns-** Auditing continues to be completed to monitor progress with our accepted state plan of correction. Working on the Federal plan of correction currently. Anticipate a follow up Federal survey in May.
5. **Approval of Medical Staff appointments-** Nothing to report at this time.
6. **Other Business-** Nothing to report at this time.

Prepared by Michelle Hermes RN, BSN, DON

Brown County Human Services

Executive Director's Report to the Human Services Board & Committee

May 14, 2015

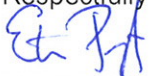
Members of the Board/Committee:

The past month has been spent learning more about the staff and operations that are part of the Brown County Department of Human Services. With the broad organization of services under the Community Treatment Center and Community Programs, comes many opportunities to serve people. Starting with the Community Treatment Center, I have spent time on-site at various meetings, participated in "meet and greet" sessions with staff members, and conducted interviews of candidates for the Nursing Home and Hospital Administrator position. There are qualified candidates who interviewed for the position, and we will continue the steps in the process. There was a State survey for the nursing home completed in April that included seven cites (average is eight), none of which were related to the safety of residents. A plan of correction was submitted to the State on April 29th, and this will be reviewed for correction and compliance without an on-site visit. The Federal plan of correction related to the hospital had a "date certain" of May 1st, meaning an on-site visit will occur shortly after. Hospital staff members, under the direction of the interim Administrator, have been working diligently to ensure compliance with the plan of correction.

Community Programs has also had a few highlights to report from the past month. The Department of Administration did an on-site review of the Wisconsin Home Energy Assistance Program (WHEAP) in Brown County, and noted a number of strengths in how the program is administered by Economic Support staff in Brown County. These strengths include the training that is provided to staff members, having good policies and documentation tracking in place, and the creative solution of resolving backlog issues by working with a neighboring county. There were a few findings to address as well, and staff members will address these. Economic Support staff members were also involved in the response to the apartment building fire on the east side of Green Bay, and assisted people in getting replacement benefit cards and providing other support. Finally, the Family Care transition continues and weekly phone conferences with the Department of Health Services indicate a July 1st start date is still the target. The department continues to work with affected staff members to provide opportunities for internal transfers to positions as they become open.

I attended the Volunteer Recognition Dinner on April 23rd, which was made possible through generous community support including the Green Bay Packers organization. Glen Tilot did a great job being the host for the event, and has been instrumental in keeping the volunteer program a success. Many people were recognized for their years of service as volunteers, and it clear that the work of the department would be much more challenging without them.

Respectfully Submitted By:



Erik Pritzl
Executive Director

QAPI Summary Report
Nicolet Psychiatric Center
Quarter 1
Prepared on May 5, 2015
Submitted by Meghann Reetz-Norton, Quality Assurance Coordinator

Quality Assurance and Performant Improvement (QAPI) meetings are currently held monthly at BCCTC and include representation from administration, medical staff, nursing, social services, food/nutrition services, health information management, laboratory services, housekeeping services, facilities maintenance, billing services, electronic medical record systems, pharmacy, and the human services board. These meetings have been held in 2015 on February 25, March 25, and April 22. The next QAPI meeting will be held on May 27, 2015. Below is a summary of the main areas of focus reviewed at the QAPI committee meetings.

Root Cause Analysis/Sentinel Events

There was one sentinel event during the first quarter of the year on NPC. A root cause analysis (RCA) was completed. Actions that were taken as a result of this RCA were to clarify and reeducate staff on the GSP (general suicide precaution) and ASP (acute suicide precaution) processes. Another action that came out of this RCA was to update the police officer gun policy so that they can now come onto the unit with their gun.

Pharmacy

Pharmacy meetings are held weekly with the nursing administrative staff and Streu's Pharmacy representatives. Contingency medications and the medication storage room continue to be audited weekly with positive results that meet the goals of the facility. The reconciliation of contingency medications and tracking of medication errors also continues to be audited with results meeting the current goals of the facility. Nursing administrative staff and the pharmacy staff continue to work towards the procurement of a medication dispensing unit.

Infection Control

Infection control data continues to be monitored and reported on regularly at monthly Infection Control meetings as well as at monthly and quarterly QAPI meetings. Infection rates and prescribed antibiotic use continues to be within acceptable limits as defined by the hospital staff. There have not been any infection outbreaks on the hospital. Infection control education has been added to Relias learning for staff to complete by July 30, 2015.

Treatment and Discharge Planning

A minimum number of five charts per week are audited to ensure that treatment plans are initiated within 24 hours of admission and that treatment plans are individualized with the inclusion of interdisciplinary approaches and discharge planning. Areas of improvement with treatment planning and discharge planning include physician involvement and lack of finalizing the treatment plans from

draft mode in Avatar. The process was recently revised with the physicians and social workers to prevent this from occurring in the future. Education has also been completed with the staff to help facilitate this process.

Psychosocial Assessments

A minimum number of five charts per week are audited to ensure that the psychosocial assessment is entered into the medical record within 24 hours and that the content is appropriate. These audits show improvement with additional room for growth. Comprehensive education has been conducted with all staff who complete psychosocial assessments. Follow-up education has been completed with staff on a 1:1 basis if they have not been compliant with the psychosocial assessment requirements.

Hospital Group Participation Audits

A minimum number of five charts per week are audited to ensure that the hospital group participation documentation is being properly recorded in the medical record and that alternatives are being offered if groups are declined or missed. The group schedule has been updated to include groups led by social workers, COTAs, nursing staff, and registered dietitians. Group participation documentation rates continue to improve.

H&P Medical Record Audits

H&P compliance continues to improve so that H&Ps are recorded in the medical record within 24 hours or documentation of refusal is noted. Education has been completed with the NP's related to this process.

BID Form Audits

Background Information Disclosure (BID) forms are completed on hire and every four years after. Staff members who have not had a recent BID form are identified and then required to complete a new BID form. These audits have been going well and are now meeting the goal.

Respectfully submitted by:

Meghann Reetz-Norton, MPH, RD, CD
Nutritional Services Manager and Quality Assurance Coordinator
Brown County Community Treatment Center

NPC Monthly Report

1. **Patient Care Issues-** There has not been any concerns identified.
2. **Contracted Services Issues-** Continuing to progress towards purchase of Omnicell (automated dispensing machine). Requesting a waiver for the OT services requirement. Requesting LTE COTA and SW coverage for weekends.
3. **Summary of patient complaints-** There were two complaints from NPC clients. One was upset regarding a medication decision made by the psychiatrist and another wanted to discharge sooner than was recommended by the interdisciplinary team. The complaints are tracked and trended through the QAPI committee. Possibly add the patient complaint report to this item?
4. **Federal/State Regulatory Concerns-** Auditing continues to be completed to monitor progress with our plan of correction. Anticipate a follow up Federal survey in May.
5. **Approval of Medical Staff appointments-** Nothing to report at this time.
6. **Other Business-** Interviewing Administrator applicants to fill vacancy.

Prepared by Michelle Hermes RN, BSN, DON & Jordon Bruce, NHA

BROWN COUNTY HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Phone (920) 448-6008 Fax (920) 448-6166

Kristin Madison, Accountant Supervisor

To: Human Services Board, Human Services Committee

Date: May 5, 2015

Subject: March 2015 financial results for Community Programs and Community Treatment Center

Community Programs is near budget for the year through March 2015, showing a small surplus for the quarter. Revenues are at 29% of budget and expenses are at 28% of the budget.

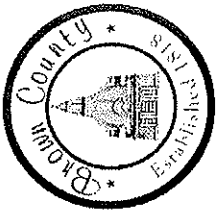
The Community Treatment Center is showing a deficit for the three months ended March 2015. Revenues are reflecting only 19% of those budgeted for the year while expenses are on target at 25% of budget. The major contributor to the lagging revenues is the average census being lower than budgeted. Bay Haven was budgeted for an average of 6 clients and actually averaged 1.44 clients per month. The Nursing home reflected a 2 client per day average less than budgeted and the Hospital was down on average 1 client per day.

It is early in the budget year and management will continue to monitor expenses and revenues.



Turning
Brown

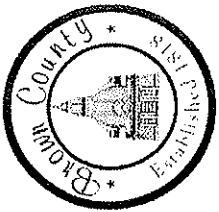
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Community Programs

Through 03/31/15
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Budget	Amendments	Budget	Transactions	Encumbrances	Transactions	Rec'd	Prior Year YTD
Fund 201 - CP								
REVENUE								
Property Taxes	15,060,752.00	.00	15,060,752.00	1,255,062.67	.00	3,765,188.01	25	3,811,680.51
Intergov Revenue	43,793,652.00	.00	43,793,652.00	12,812,673.63	.00	13,220,940.77	30	3,254,791.09
Public Charges	1,960,068.00	.00	1,960,068.00	234,955.60	.00	506,712.55	26	317,820.69
Miscellaneous Revenue	19,400.00	.00	19,400.00	21,506.35	.00	26,030.68	134	1,925.87
Other Financing Sources	30,700.00	.00	30,700.00	2,558.00	.00	7,674.00	25	7,575.00
REVENUE TOTALS	\$60,864,572.00	\$0.00	\$60,864,572.00	\$14,326,756.25	\$0.00	\$17,526,546.01	29%	\$7,393,793.16
EXPENSE								
Personnel Costs	18,252,054.00	(32,374.00)	18,219,680.00	1,553,099.76	.00	4,989,487.86	27	4,909,030.33
Operating Expenses	44,450,998.00	21,074.00	44,472,072.00	6,184,658.53	29,968.98	12,339,396.12	28	11,154,326.71
Outlay	69,507.00	11,300.00	80,807.00	.00	23,406.13	13,267.90	45	.00
EXPENSE TOTALS	\$62,772,559.00	\$0.00	\$62,772,559.00	\$7,737,758.29	\$53,375.11	\$17,342,151.88	28%	\$16,063,357.04
Fund 201 - CP Totals								
REVENUE TOTALS	60,864,572.00	.00	60,864,572.00	14,326,756.25	.00	17,526,546.01	29	7,393,793.16
EXPENSE TOTALS	62,772,559.00	.00	62,772,559.00	7,737,758.29	53,375.11	17,342,151.88	28	16,063,357.04
Fund 201 - CP Totals	(\$1,907,987.00)	\$0.00	(\$1,907,987.00)	\$6,588,997.96	(\$53,375.11)	\$184,394.13		(\$8,669,563.88)
Grand Totals								
REVENUE TOTALS	60,864,572.00	.00	60,864,572.00	14,326,756.25	.00	17,526,546.01	29	7,393,793.16
EXPENSE TOTALS	62,772,559.00	.00	62,772,559.00	7,737,758.29	53,375.11	17,342,151.88	28	16,063,357.04
Grand Totals	(\$1,907,987.00)	\$0.00	(\$1,907,987.00)	\$6,588,997.96	(\$53,375.11)	\$184,394.13		(\$8,669,563.88)



CTC operating results

Through 03/31/15
Prior Fiscal Year Activity Included
Summary Listing

Account Classification		Adopted	Budget	Amended	Current Month	Encumbrances	YTD	YTD	Budget - YTD	% used/	Prior Year YTD
Fund 630 - CTC		Budget	Budget	Budget	Transactions		Transactions	Transactions	Transactions	Rec'd	
REVENUE											
Property Taxes	2,578,283.00	.00	2,578,283.00	214,856.92	.00	644,570.76	1,933,712.24	25	649,316.76		
Intergov Revenue	3,893,727.00	.00	3,893,727.00	454,102.30	.00	600,089.72	3,293,637.28	15	1,103,615.58		
Public Charges	4,914,426.00	.00	4,914,426.00	571,325.94	.00	944,141.52	3,970,284.48	19	987,241.26		
Miscellaneous Revenue	1,534,626.00	.00	1,534,626.00	183,601.33	.00	287,033.97	1,247,592.03	19	239,235.64		
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	.00		
REVENUE TOTALS		\$12,921,062.00	\$12,921,062.00	\$1,423,886.49	\$0.00	\$2,475,835.97	\$10,445,226.03	19%	\$2,979,409.24		
EXPENSE											
Personnel Costs	9,427,173.00	.00	9,427,173.00	767,230.36	.00	2,339,362.00	7,087,811.00	25	2,416,736.32		
Operating Expenses	4,290,189.00	.00	4,290,189.00	340,373.45	8,703.36	1,063,887.87	3,217,597.77	25	1,050,544.67		
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00		
EXPENSE TOTALS		\$13,717,362.00	\$13,717,362.00	\$1,107,603.81	\$8,703.36	\$3,403,249.87	\$10,305,408.77	25%	\$3,467,280.99		
Fund 630 - CTC Totals											
REVENUE TOTALS		12,921,062.00	12,921,062.00	1,423,886.49	.00	2,475,835.97	10,445,226.03	19	2,979,409.24		
EXPENSE TOTALS		13,717,362.00	13,717,362.00	1,107,603.81	8,703.36	3,403,249.87	10,305,408.77	25	3,467,280.99		
Fund 630 - CTC Totals		(\$796,300.00)	(\$796,300.00)	\$316,282.68	(\$8,703.36)	(\$927,413.90)	\$139,817.26		(\$487,871.75)		
Grand Totals											
REVENUE TOTALS		12,921,062.00	12,921,062.00	1,423,886.49	.00	2,475,835.97	10,445,226.03	19	2,979,409.24		
EXPENSE TOTALS		13,717,362.00	13,717,362.00	1,107,603.81	8,703.36	3,403,249.87	10,305,408.77	25	3,467,280.99		
Grand Totals		(\$796,300.00)	(\$796,300.00)	\$316,282.68	(\$8,703.36)	(\$927,413.90)	\$139,817.26		(\$487,871.75)		

**BROWN COUNTY COMMUNITY TREATMENT CENTER
APRIL 2015 BAY HAVEN STATISTICS**

ADMISSIONS	April	Year to Date 2015	Year to Date 2014
Voluntary - Mental Illness	6	48	121
Voluntary - Alcohol	0	0	0
Voluntary ; AODA/Drug	0	0	0
Police Protective Custody - Alcohol	0	0	0
Commitment - Alcohol	0	0	0
Commitment - Drug	0	0	0
Court-Ordered Evaluation	0	0	0
Emergency Commitment- Alcohol	0	0	0
Emergency Detention - Drug	0	0	0
Emergency Detention - Mental Illness	0	0	1
Court Order Prelim. - Mental Illness	0	0	0
Court Order Prelim. - Alcohol	0	0	0
Court Order for Final Hearing	0	0	0
Commitment - Mental Illness	0	0	0
Return from Conditional Release	0	0	0
Court Order Prelim. - Drug	0	0	0
Other	0	0	0
TOTAL	6	48	122

ADMISSIONS BY UNITS			
Bay Haven	6	48	122
TOTAL	6	48	122

ADMISSIONS BY COUNTY			
Brown	4	37	99
Door	0	1	1
Kewaunee	0	3	3
Oconto	1	1	5
Marinette	0	0	0
Shawano	1	4	0
Waupaca	0	0	0
Menominee	0	0	0
Outagamie	0	1	3
Manitowoc	0	1	9
Winnebago	0	0	0
Other	0	0	2
TOTAL	6	48	122

NEW ADMISSIONS			
Bay Haven	3	39	64
TOTAL	3	39	64

READMIT WITHIN 30 DAYS			
Bay Haven	1	2	0
TOTAL	1	2	0

AVERAGE DAILY CENSUS	April	Year to Date 2015	Year to Date 2014
Bay Haven	0.47	1	4
TOTAL	0	1	4

INPATIENT SERVICE DAYS			
Bay Haven	14	144	526
TOTAL	14	144	526

BED OCCUPANCY			
Bay Haven	3%	8%	29%
TOTAL	3%	8%	29%

DISCHARGES			
Bay Haven	8	49	120
TOTAL	8	49	120

DISCHARGE DAYS			
Bay Haven	19	147	545
TOTAL	19	147	545

AVERAGE LENGTH OF STAY			
Bay Haven	2	3	5
TOTAL	2	3	5

AVERAGE LENGTH OF STAY BY COUNTY			
Brown	1	2	5
Door	0	1	5
Kewaunee	3	3	9
Oconto	2	1	4
Marinette	0	0	0
Shawano	7	6	4
Waupaca	0	0	0
Menominee	0	0	0
Outagamie	0	1	2
Manitowoc	0	0	3
Winnebago	0	0	0
Other	0	0	0
TOTAL	2	2	5

In/Outs	Current	YTD	2014
	0	0	0

**BROWN COUNTY COMMUNITY TREATMENT CENTER
APRIL 2015 NICOLET PSYCHIATRIC CENTER STATISTICS**

ADMISSIONS	April	Year to Date 2015	Year to Date 2014
Voluntary - Mental Illness	21	66	36
Voluntary - Alcohol	2	2	0
Voluntary - AODA/Drug	0	0	0
Police Protective Custody - Alcohol	0	0	0
Commitment - Alcohol	0	0	0
Commitment - Drug	0	0	0
Court-Ordered Evaluation	0	0	0
Emergency Commitment- Alcohol	0	0	0
Emergency Detention - Drug	0	0	0
Emergency Detention - Mental Illness	49	219	235
Court Order Prelim. - Mental Illness	0	0	2
Court Order Prelim. - Alcohol	0	0	0
Court Order for Final Hearing	0	4	1
Commitment - Mental Illness	0	0	0
Return from Conditional Release	6	31	29
Court Order Prelim. - Drug	0	0	0
Other	0	0	0
TOTAL	78	322	303

ADMISSIONS BY UNITS			
Nicolet	78	322	303
TOTAL	78	322	303

ADMISSIONS BY COUNTY			
Brown	45	217	188
Door	3	10	12
Kewaunee	3	7	12
Oconto	5	14	20
Marinette	2	13	6
Shawano	10	20	7
Waupaca	0	1	3
Menominee	0	2	3
Outagamie	0	3	6
Manitowoc	3	18	32
Winnebago	1	1	2
Other	6	16	12
TOTAL	78	322	303

NEW ADMISSIONS			
Nicolet	40	151	158
TOTAL	40	151	158

READMIT WITHIN 30 DAYS			
Nicolet	15	52	21
TOTAL	15	52	21

AVERAGE DAILY CENSUS	April	Year to Date 2015	Year to Date 2014
Nicolet	9	10	11
TOTAL	9	10	11

INPATIENT SERVICE DAYS			
Nicolet	281	1201	1308
TOTAL	281	1201	1308

BED OCCUPANCY			
Nicolet (16 beds)	59%	63%	68%
TOTAL (16 Beds)	59%	63%	68%

DISCHARGES			
Nicolet	73	322	300
TOTAL	73	322	300

DISCHARGE DAYS			
Nicolet	229	1162	1321
TOTAL	229	1162	1321

AVERAGE LENGTH OF STAY			
Nicolet	3	4	4
TOTAL	3	4	4

AVERAGE LENGTH OF STAY BY COUNTY			
Brown	4	4	4
Door	2	2	4
Kewaunee	5	3	4
Oconto	3	4	4
Marinette	4	4	3
Shawano	2	3	4
Waupaca	0	1	0
Menominee	0	1	10
Outagamie	0	1	3
Manitowoc	2	3	6
Winnebago	1	1	2
Other	4	3	5
TOTAL	3.69	4	4

In/Outs	Current	YTD	2014
	5	18	12

BELLIN PSYCHIATRIC CENTER
INVOLUNTARY AND VOLUNTARY ADOLESCENT ADMISSIONS
Month Ending: April 2015

Voluntary Admissions	18
Involuntary Admissions	14
Voluntary Inpatient Days	76
Involuntary Inpatient Days	64
Voluntary Avg Length of Stay	4.2
Involuntary Avg Length of Stay	4.6

Report of Child Abuse/Neglect by Month

Month	2014	2015	% Change from 2014 to 2015
January	403	415	2.98%
February	433	403	-6.9%
March	427	444	3.98%
April	485	453	-7.06%
May	474		
June	351		
July	308		
August	301		
September	437		
October	438		
November	413		
December	394		
Total	4864		

Reports Investigated by Month

Month	2014	2015	% Increase
January	152	135	-11.18%
February	140	120	-14.29%
March	157	139	-11.46%
April	166	124	-33.87%
May	157		
June	129		
July	136		
August	108		
September	154		
October	138		
November	113		
December	119		
Total	1669		

Brown County Human Services
2015 Contract Status Log - 4/13/2015

Agency	Contract Sent	Contract Returned	Original Contract Amount	Updated Contract Amount
ADAMS AFH	12/11/14	1/6/15	\$111,218	\$111,218
ADAMS, R AFH	12/11/14	12/22/14	\$27,049	\$27,049
ADULT CARE LIVING OF NE WI	11/20/14	12/8/14	\$205,640	\$205,640
ADRC	11/20/14	12/1/14	\$72,000	\$72,000
ADVOCATES FOR HEALTHY TRANSITIONAL LIVING LLC	12/15/14	1/6/15	\$15,000	\$15,000
ADVOCATES, EXTENSION LLC	1/8/15	1/15/15	\$120,000	\$120,000
AGE WELL CENTRE FOR LIFE ENRICHMENT	1/26/15	1/29/15	\$240,000	\$240,000
AGNESIAN HEALTHCARE INC	12/11/14	2/2/15	\$22,100	\$22,100
ALL ABOUT KIDS, INC.	12/15/14	1/12/15	\$130,800	\$130,800
ANGELS ON ARCADIAN	11/20/14	12/1/14	\$1,531,200	\$2,347,125
ANGELS TOUCH ASSISTED LIVING	11/20/14	1/6/15	\$175,000	\$175,000
ANNA'S HEALTHCARE (COUNTRY LIVING)	11/20/14	12/18/14	\$445,641	\$445,641
ANU FAMILY SERVICES, INC. (FORMERLY PATH)	12/15/14	1/12/15	\$180,000	\$180,000
ARTISAN ASSISTED LIVING	11/20/14	12/22/14	\$480,566	\$480,566
ARTS AFH	11/20/14	11/24/14	\$30,132	\$30,132
ASPIRO INC	1/8/15	1/19/15	\$3,396,518	\$3,396,518
BELLIN HEALTH OCCUPATIONAL HEALTH SOLUTIONS	2/9/15		\$40,000	\$40,000
BELLIN PSYCHIATRIC CENTER	3/16/15		\$10,000	\$10,000
BENNIN, MARILYN	12/15/14	1/26/15	\$9,000	\$9,000
BERGER AFH	11/20/14	11/24/14	\$67,120	\$67,120
BETHESDA	12/11/14	1/6/15	\$14,300	\$14,300
BIRCH CREEK	11/20/14	1/8/15	\$1,235,182	\$1,235,182
BISHOPS COURT	11/20/14	1/8/15	\$1,304,662	\$1,304,662
BOLL ADULT CARE CONCEPTS	12/22/14	1/6/15	\$825,000	\$825,000
BOURASSA AFH	11/20/14	12/9/14	\$18,720	\$18,720
BORNEMANN CBRF	12/11/14	1/6/15	\$282,919	\$282,919
BROTOLOC HEALTH CARE SYSTEMS	12/12/14	1/6/15	\$982,600	\$982,600
BRUNETTE AFH	11/20/14	12/1/14	\$52,152	\$52,152
BRUSS SUPPORTIVE COMMUNITY LIVING	11/20/14	12/4/14	\$273,214	\$273,214
BUSSE AFH	11/20/14	12/1/14	\$66,444	\$66,444
CAPELLE AFH	1/26/15	2/2/15	\$63,572	\$63,572
CARE FOR ALL AGES	12/18/14	1/8/15	\$156,000	\$156,000
CARRINGTON MANOR ASSISTED LIVING	11/20/14	11/25/14	\$92,628	\$92,628
CATHOLIC CHARITIES	12/15/14	12/22/14	\$173,406	\$173,406
CENTERPIECE LLC	12/11/14	12/18/14	\$150,000	\$150,000
CENTURY RIDGE OF GREEN BAY, INC.	11/20/14	12/1/14	\$387,932	\$387,932
CEREBRAL PALSY INC.	1/8/15	1/15/15	\$1,510,200	\$1,510,200
CEREBRAL PALSY OF MIDEAST WI INC	11/20/14	12/9/14	\$4,800	\$4,800
CHILDRENS SERVICE SOCIETY	12/15/14	1/15/15	\$25,000	\$25,000
CHRISTENSEN AFH	11/20/14	12/1/14	\$74,357	\$74,357
CLARITY CARE INC	11/20/14	12/18/14	\$1,838,347	\$1,894,734
COGNITIVE CONCEPTS	11/20/14	1/13/15	\$278,977	\$278,977
COMFORT KEEPERS INC	11/20/14	12/1/14	\$734,494	\$734,494
COMFORT KEEPERS	3/16/15	4/6/15	\$600,000	\$600,000
COMPASS DEVELOPMENT	11/20/14	1/15/15	\$1,198,927	\$1,198,927
COMPASS DEVELOPMENT SHC INC	11/20/14	1/15/15	\$500,000	\$500,000
CONLEY AFH	11/20/14	11/24/14	\$36,645	\$36,645
CONNECTIONS LLC	12/15/14	12/22/14	\$25,000	\$25,000
CURO CARE LLC	12/11/14	1/6/15	\$503,440	\$503,440
DARNELL RECEIVING HOME	12/15/14	2/2/15	\$13,140	\$13,140
DEATHERAGE-VELEKE AFH	11/20/14	12/1/14	\$20,759	\$20,759
DEBAERE AFH	11/20/14	12/11/14	\$69,240	\$69,240
DEER PATH ASSISTED LIVING INC	12/11/14	1/8/15	\$182,500	\$188,815
DODGE COUNTY (DBA CLEARVIEW)	3/2/15	3/16/15	\$285,795	\$285,795
DORN AFH	11/20/14	12/2/14	\$22,008	\$22,008
DUNGARVIN WISCONSIN LLC	11/20/14	12/4/14	\$686,931	\$686,931
DYNAMIC FAMILY SOLUTIONS	12/15/14	1/6/15	\$59,400	\$139,400
EAST SHORE INDUSTRIES	11/20/14	12/1/14	\$46,594	\$46,594
ELSNER AFH	11/20/14	1/26/15	\$14,348	\$14,348
EMERALD SHORES	3/17/15	4/9/15	\$35,000	\$35,000
ENCOMPASS CHILD CARE	12/15/14	1/6/15	\$15,000	\$15,000
ENGBERG AFH	11/20/14	12/1/14	\$39,216	\$39,216
FAMILY SERVICE OF NORTHEAST WI, INC.	12/15/14	1/6/15	\$2,173,415	\$2,173,415
FAMILY TRAINING PROGRAM	12/15/14	2/2/15	\$155,000	\$155,000

Brown County Human Services
2015 Contract Status Log - 4/13/2015

Agency	Contract Sent	Contract Returned	Original Contract Amount	Updated Contract Amount
FENLON AFH	11/20/14	12/1/14	\$48,137	\$48,137
G & I OCHS INC.	11/20/14	12/1/14	\$1,936,174	\$1,936,174
GAUGER AFH	11/20/14	12/1/14	\$32,844	\$32,844
GOLDEN HOUSE	12/18/14	1/6/15	\$63,086	\$63,086
GOLTZ J. AFH	11/20/14	12/8/14	\$24,360	\$24,360
GONZALEZ AFH	12/18/14	1/19/15	\$79,062	\$79,062
GOODWILL INDUSTRIES	11/20/14	12/1/14	\$77,166	\$77,166
GREEN BAY TRANSIT COMMISSION NO CONTRACT	---	---	\$400,000	\$400,000
GRONSETH AFH	11/20/14	11/25/14	\$44,736	\$44,736
HARMONY LIVING CENTERS LLC	11/20/14	1/6/15	\$221,838	\$221,838
HAUGEN AFH	2/17/15	2/24/15	\$16,435	\$16,435
HEAD AFH	11/20/14	12/1/14	\$87,826	\$87,826
HELPING HANDS CAREGIVERS	11/20/14	12/1/14	\$350,000	\$350,000
HIETPAS AFH	11/20/14	12/1/14	\$24,992	\$24,992
HOEFT AFH	11/24/14	12/2/14	\$29,713	\$29,713
HOME INSTEAD SENIOR CARE	11/20/14	12/8/14	\$200,000	\$200,000
HOMES FOR INDEPENDENT LIVING	11/20/14	12/8/14	\$6,252,622	\$6,461,278
IMPROVED LIVING SERVICES	12/22/14	1/6/15	\$943,100	\$943,100
INFINITY CARE INC	11/20/14	12/1/14	\$380,128	\$380,128
INNOVATIVE COUNSELING(AUTISM)	12/15/14	2/5/15	\$50,000	\$50,000
INNOVATIVE SERVICES	2/9/15	2/23/15	\$13,430,200	\$13,430,200
INTERIM HEALTHCARE STAFFING	11/20/14	2/9/15	\$25,000	\$25,000
J & DEE INC.	11/20/14	12/1/14	\$1,821,000	\$1,821,000
JASMER AFH	12/11/14	1/6/15	\$13,608	\$13,608
KAKUK AFH	11/20/14	12/4/14	\$32,292	\$32,292
KCC FISCAL AGENT SERVICES	1/8/15	1/15/15	\$4,200,000	\$4,200,000
KCC SERVICES INC	11/20/14	11/25/14	\$2,000	\$2,000
KINDRED HEARTS	11/20/14	12/8/14	\$890,100	\$890,100
KLARKOWSKI AFH	12/11/14	2/3/15	\$22,932	\$37,300
KLECZKA-VOGEL AFH	11/20/14	12/4/14	\$77,376	\$77,376
KLEIN, DR. (AUTISM)	12/15/14	12/22/14	\$50,000	\$50,000
KPI INC	11/20/14	12/1/14	\$12,400	\$12,400
KRUEGER RECEIVING HOME	12/15/14	1/6/15	\$13,140	\$13,140
KUSKE AFH	11/20/14	11/24/14	\$25,692	\$25,692
LAD LAKE	12/22/14	1/6/15	\$40,000	\$40,000
LAKEWOOD ASSISTED LIVING	11/20/14	12/22/14	\$64,000	\$64,000
LAMERS BUS LINES, INC.	1/22/15	1/29/15	\$850,000	\$850,000
LANCASTER GARDENS	1/27/15	2/2/15	\$37,000	\$37,000
LAURENT AFH	11/20/14	12/9/14	\$50,352	\$50,352
LISKA, JOANN	12/15/14	1/13/15	\$5,000	\$5,000
LUND VAN DYKE INC	12/18/14	1/6/15	\$210,000	\$210,000
LUTHERAN SOCIAL SERVICES	12/22/14	1/15/15	\$900,000	\$900,000
MACHT VILLAGE PROGRAMS INC	1/6/15	1/15/15	\$600,000	\$600,000
MARLA VIST MANOR ASSISTED LIVING	11/20/14	11/24/14	\$129,404	\$216,417
MARTIN AFH	11/20/14	12/8/14	\$19,509	\$19,509
MATTHEWS SENIOR LIVING	11/20/14	1/22/15	\$202,380	\$202,380
MCCORMICK MEMORIAL HOME	11/20/14	12/1/14	\$198,484	\$198,484
MEADOWLANDS	11/20/14	12/1/14	\$39,871	\$39,871
MELOHN AFH	11/20/14	1/6/15	\$39,480	\$39,480
MILQUETTE AFH	11/20/14	12/4/14	\$22,344	\$22,344
MORAIN RIDGE LLC	11/20/14	12/8/14	\$200,000	\$200,000
MYSTIC ACRES LLC	12/11/14	1/6/15	\$70,812	\$70,812
MYSTIC CREEK LLC	12/11/14	1/6/15	\$105,000	\$105,000
MYSTIC MEADOWS LLC	12/11/14	1/6/15	\$149,400	\$149,400
NEMETZ AFH	11/20/14	12/1/14	\$71,744	\$71,744
NEW COMMUNITY SHELTER INC	12/15/14	1/6/15	\$40,000	\$40,000
NEW CURATIVE REHABILITATION	2/5/15	2/12/15	\$1,124,415	\$1,124,415
NEW VISIONS TREATMENT HOMES OF WI, INC	1/29/15	3/2/15	\$42,000	\$42,000
NEW VIEW INDUSTRIES	11/20/14	1/13/15	\$43,240	\$43,240
NORTHWEST PASSAGE	12/15/14	2/9/15	\$67,500	\$67,500
ODD FELLOW REBEKAH HAVEN	11/20/14	11/25/14	\$140,000	\$140,000
OPTIONS LAB INC	1/27/15	2/5/15	\$40,000	\$40,000
OPTIONS TREATMENT PROGRAM	12/11/14	1/15/15	\$100,000	\$100,000
ORLICH AFH	11/20/14	12/15/14	\$95,854	\$95,854

Brown County Human Services
2015 Contract Status Log - 4/13/2015

Agency	Contract Sent	Contract Returned	Original Contract Amount	Updated Contract Amount
OSTAPYUK AFH	11/20/14	1/6/15	\$56,058	\$56,058
PANTZLAFF AFH	11/20/14	12/4/14	\$28,904	\$28,904
PARAGON INDUSTRIES	12/15/14	1/22/15	\$746,800	\$746,800
PARENT TEAM	12/15/14	1/6/15	\$227,300	\$247,300
PARMENTIER AFH	11/20/14	12/1/14	\$91,465	\$91,465
PATIENT PINES	11/20/14	11/24/14	\$284,000	\$284,000
PHOENIX BEHAVIORAL HEALTH SERVICES	12/11/14	12/18/14	\$25,000	\$25,000
PNUMA HEALTH CARE	12/11/14	12/22/14	\$358,600	\$358,600
PRODUCTIVE LIVING SYSTEMS	11/20/14	1/15/15	\$768,452	\$768,452
RAVENWOOD BEHAVIORAL HEALTH	12/11/14	1/15/15	\$70,600	\$70,600
REHAB RESOURCES	12/11/14	1/6/15	\$122,200	\$122,200
REM-WISCONSIN II, INC.	11/20/14	12/1/14	\$1,335,480	\$1,385,461
RENNES ASSISTED LIVING CORP	11/20/14	12/1/14	\$75,000	\$75,000
RES-CARE WISCONSIN	11/20/14	12/11/14	\$19,344	\$19,344
ST. VINCENT HOSPITAL	12/11/14	1/20/15	\$117,300	\$117,300
SALDANA AFH	12/8/14	1/19/15	\$43,360	\$43,360
SCHAUMBURG, LAURIE	12/15/14	1/20/15	\$25,000	\$25,000
SCHULTZ AFH	11/20/14	1/13/15	\$107,772	\$107,772
SKORCZEWSKI AFH	11/20/14	1/6/15	\$18,660	\$18,660
SLAGHT AFH	11/20/14	12/8/14	\$55,246	\$55,246
SMET AFH	12/11/14	1/22/15	\$54,257	\$54,257
SOUTHERN HOME CARE SERVICES	11/20/14	12/11/14	\$35,580	\$35,580
SPECTRUM BEHAVIORAL HEALTH	3/30/15		\$50,000	\$50,000
STARR/DINGER AFH	11/20/14	12/8/14	\$23,700	\$23,700
STEVENS AFH	11/20/14	1/6/15	\$30,905	\$30,905
STILLING AFH	12/11/14	12/22/14	\$32,802	\$11,000
STIRLING PCW SERVICES	12/11/14	1/6/15	\$20,000	\$12,520
TALBOT AFH	12/15/14	1/6/15	\$23,838	\$23,838
TANZI AFH	11/20/14	12/1/14	\$85,330	\$85,330
TOMORROW'S CHILDREN INC	1/20/15	1/29/15	\$100,000	\$100,000
TREMPEALEAU	12/11/14	12/22/14	\$1,487,700	\$1,487,700
VALLEY PACKAGING INC.	11/20/14	12/22/14	\$10,386	\$10,386
VANLANEN RECEIVING HOME	12/15/14	1/20/15	\$19,710	\$19,710
VILLA HOPE	12/15/14	1/12/15	\$1,730,700	\$1,765,024
VISIONS OF N.E.W. LLC	12/15/14	12/22/14	\$107,467	\$107,467
WARREN, JOHN MD	12/22/14	1/6/15	\$165,000	\$165,000
WAUSAUKEE ENTERPRISES	11/20/14	12/4/14	\$18,586	\$18,586
WE ARE HOPE	12/8/14	12/15/14	\$20,400	\$20,400
WILLOWCREEK AFH	11/20/14	12/4/14	\$445,136	\$445,136
WISCONSIN EARLY AUTISM PROJECT	12/15/14	12/22/14	\$300,000	\$300,000
WISCONSIN FAMILY TIES	12/16/14	1/6/15	\$26,000	\$26,000
ZAMBON AFH	11/20/14	11/24/14	\$25,334	\$28,687
ZIESMER AFH	11/20/14	11/24/14	\$79,716	\$79,716
TOTAL			\$71,581,084	\$72,928,123

Brown County Human Services

TO: Human Service Committee Members

FROM: Lori Gauthier
Administrative Secretary

DATE: April 13, 2015

REQUEST FOR NEW NON-CONTINUOUS VENDOR			
VENDOR	SERVICES	DATE REQUESTED	DATE APPROVED
Rost, Laura	Respite	3/13/15	
Ragen, Michael	Volunteer Driver	3/13/15	
Zeman, Nicole	Respite	3/13/15	
Rutues, Latia	Respite	3/13/15	
Strachan, Jennifer	Cleaning Service	3/26/15	
Bezecny, Patricia	Family Support	3/30/15	
McGuire, Allen	Family Support	4/6/15	
Hendricks, Heidi	Family Support	4/6/15	
Bednarz, Kristen	Family Support	4/6/15	
Vanlaanen, Dean	Landlord/Rent	4/13/15	
Advanced Disposal Services	Dumpster Service	4/13/15	

Brown County Human Services

TO: Human Services Committee Members

FROM: Lori Gauthier
Administrative Secretary

DATE: April 13, 2015

REQUEST FOR NEW VENDOR CONTRACT				
VENDOR	SERVICES	CONTRACT AMOUNT	DATE REQUESTED	DATE APPROVED
Spectrum Behavioral Health	CCS Services	\$50,000		